

WEEKLY MANAGER'S REPORT TOWN OF LADY LAKE, FLORIDA

By Bill Lawrence, Town Manager

August 19, 2021

Mileage rate for FY 2022: I'd like to clarify that our millage rate for the next fiscal year is not increasing. The FY 2022 millage rate of 3.3962 is the same as FY 2021. Our auditor, Chet Ross, recommended that the Town use the current FY 2021 millage rate instead of the rollback rate which is the rate that would generate the same amount of property tax revenues in the current year as in the prior year. If your taxes increase, the proposed budget will not be the culprit. Property taxes may increase because of an increase in home valuation and other factors on your tax bill that are not controlled by the Town of Lady Lake.

The Town faces increases in the costs of goods, insurance, construction, and maintenance. As the Town grows, infrastructure needs to keep pace. The Town is in great fiscal shape and is debt free. We will be funding \$9,246,650 in infrastructure projects this year utilizing the American Rescue Plan Act funding and the Town's capital improvement funds. Below are some of the projects planned for fiscal years 2022 and 2023:

FY 2022:

- Engineering Fees for the New Growth Management Building - \$285,000
- Road Resurfacing - \$400,000
- Reroofing of Town Hall - \$200,000
- Engineering Fees for Well 4 Engineering - \$610,000
- Water Treatment Plant Phase - \$6,200,000
- Parks & Recreation Walking Trail - \$495,000
- 6 Police Vehicles replacement - \$305,650
- ERP software - \$750,000

Total \$9,245,650

FY 2023:

- Growth Management Building Projected - \$2,000,000
- Road Resurfacing - \$400,000
- Well 4 construction - \$2,600,000
- Wastewater treatment plant - \$5,400,000

- Police vehicles replacement - \$340,652

Total \$10,740,652

Finance Director, Pam Winegardner provided the following:

Lady Lake's new construction, estimated by the Lake County Property Appraiser, has a taxable value of \$13,381,163 and the increase in property values has generated \$42,123,228.

The current proposed millage rate of 3.3962 will generate \$4,600,635 in revenue; the rolled back rate of 3.2896 would have generated \$4,456,230, thus, the current proposed rate will generate \$144,405 more in revenue than the rollback rate.

The Town of Lady Lake usually receives 95% of projected taxes because of delinquent payments.

American Rescue Plan Act Agreement: I have signed the agreement authorizing the use of these funds for water, sewer, or broadband infrastructure.

CLERK'S OFFICE (Nancy Slaton):

The qualifying period for the 2021 election ended on August 13th. Candidates in Wards 1 & 5 qualified and are running unopposed so we welcome back our incumbents Mayor Kussard and Commissioner Rietz. Ward 3 has two qualified candidates. They will be on the general election ballot in November. Also on the ballot will be a Charter referendum that will pose two questions to the voters. One question asks about changing the qualifying dates in the Town Charter to align with deadlines necessary for the Supervisor of Elections to meet their deadlines. The other question asks the voters to remove a reference to electing a Mayor since our Mayor is appointed, not elected.

IT personnel are continuing work to ensure the security of our network after which Laserfiche software will be installed. This will make document management more streamlined.

The Deputy Clerk and the Staff Assistant are updating current Clerk's office procedures and writing new procedures as needed.

The Clerk's Office staff continues to process both new and renewed business tax receipts. The deadline for renewals before late fees start accruing is October 1st.

FINANCE DEPARTMENT (Pam Winegardner)

The Finance Department received notification that our 2020 Police pension insurance premium tax distribution has been calculated in the amount of \$124,682.40 and it will be dispersed this month. The amount being sent is \$124,682.40, of this amount, \$85,098.25 will be available to offset the Town's required contribution. The remainder of \$39,581.15 will be allocated equally between the Town's required contribution to the local law plan and the police officer's share

plan. The share plan for the Police Officers is an additional retirement plan. Last August's contribution was \$121,657.50.

The minimum required contribution as of September 2020's Actuarial Report is 24% with 5% coming from the police officers, 6.7% coming from the above insurance premium tax distribution and the remaining 12.3% coming from the town.

GROWTH MANAGEMENT DEPARTMENT (Thad Carroll):

The Building Department approved the plans for the installation of reinforced concrete pads, equipment, and electric work for the Town of Lady Lake's Wastewater Treatment Plant Project Phase One. The plans were also approved for the vestibule addition at the Holiday Inn Express at 1205 Avenida Central.

Our Growth Management Tech will be leaving the Growth Management team of Lady Lake next week. She has been employed with the Town since February of 2016. We thank Cheyanne for all her contributions over the years. She will be greatly missed.

Pine Brook Mobile Home Park, Lady Lake Commons – Outparcel D, and Lake Ella Estates Subdivision, continue with construction and Ye Olde Thrift Store is wrapping up the final touches to their site as well.

The building department issued 42 permits over the last week, and 73 inspections were conducted in the field.

HUMAN RESOURCES (Tamika DeLee)

The Town of Lady Lake has several jobs opportunities available. These job opportunities are in Public Works, Parks & Recreation and Utilities. An interview for Public Works Operator II is scheduled for August 25th. We look forward to filling these positions soon. For more details, please visit our website at ladylake.org.

The open enrollment period for employee benefits took place this week. This gave employees the opportunity to change their medical coverage.

INFORMATION TECHNOLOGY (I.T.) (John Pearl):

Multiple network security infrastructure projects have continued this week.

Our email service will be down for maintenance at random times this weekend.

The community development and document management software implementation projects continue. Multiple staff and vendor meetings are being held that focus on application configuration and integration.

The Enterprise Resource Planning (ERP) Selection Committee will meet next.

The GIS water system field verification project continues with Water Utility and IT staff in the field collecting GIS coordinates for various utility assets.

LIBRARY SERVICES (Lori Sadler):

National Aviation Week was recognized with a new display this week in the adult library. National Aviation Week commemorates the achievements that have taken humankind into the great blue yonder! Always occurring during the week of August 19, the date coincides with National Aviation Day, which was established in 1939 by Franklin Delano Roosevelt to celebrate the anniversary of Orville Wright's birthday.

Make and Take Crafts has been such a success in the youth library that adult staff are planning ideas for crafts that our adult patrons might enjoy.

The adult brain games and puzzles have become popular, with many patrons picking them up to take home on their way out. Your strongest muscle is your mind, and if you don't use your muscles, they get weak. If you don't use your mind, it begins to fail. So, stop in the adult library and scoop up a few brain puzzles to give your mind a workout.

The Authors' Round Table group also met this week, keeping the number of participants small and practicing social distancing to stay safe. Though small, the group thoroughly enjoys their discussions.

The adult library roof repair project has been completed. Bring on the rain!

This week in the youth department our Read with Scarlett program was completely booked. Scarlett is a registered therapy dog and has been working with us for the last two years. Scarlett has helped many kids gain confidence in reading aloud which has translated into their classroom settings. For the remainder of August, the video game, Animal Crossing, will continue to be a featured event. Children can participate at the library or from home, working collaboratively to build their island.

PARKS AND RECREATION DEPARTMENT (Mike Burske)

The Parks and Recreation Department has been performing general maintenance including mowing and trimming. One member of our team is out, and we have an open Operator I position. The Parks and Recreation Director has assisted in the field to help with the last sunshade installation at Harry Sacks field, spraying of the parks, driving range maintenance and trash detail as needed.

At the Commission meeting on September 8th, I will ask if the Lady Lake Area Chamber of Commerce can use the Town's logo. At that meeting, the Commission will also read the revised ordinance for the Community Building. After careful consideration and with input from the Town

Clerk and the Library Director, it was decided to require police security when alcohol is served at Community Building events.

Dawn Woods, Julia Harris and I have been working on the details of the Father Daughter Dance and it is coming along as planned.

I have been working with the Soccer Association to find coaches for their program; we are down five coaches.

Fall events are around the corner and we are starting to plan for them. We are gearing up for the Fall Events. The first mailing will go out today, August 19th, to those organizations who have participated in the Not TOOOO Scary Halloween Party. Participants will dictate the size of the event; we want to be respectful of those who are hesitant to be in group settings.

POLICE DEPARTMENT (Deputy Chief Jason Brough)

During the 2021 Labor Day Holiday, The Lady Lake Police Department will be participating in the high visibility national enforcement campaign, If You Feel Different, You Drive Different. Drive High, Get a DUI, which runs from August 20 through September 6, 2021. During this period, local law enforcement will show zero tolerance for drug-impaired driving. Increased state and national messages about the dangers of driving impaired, coupled with enforcement and increased officers on the road, aim to drastically reduce drug-impaired driving on our roadways.

PUBLIC WORKS/UTILITIES DEPARTMENTS (C.T. Eagle):

Maintenance:

Streets:

Inspection of the new stormwater infrastructure being installed at Lake Ella Estates is ongoing.

Staff continues cleaning numerous storm inlets around Town to stay ahead of heavy rains. Tree trimming is continuing. Road patching and wash out repairs continue as does mowing of rights of way.

Staff continues replacing the curbing on Devon Drive.

The annual street resurfacing project was delayed due to rain, the start date is tentatively set for the week of August 23rd and will continue for the next few weeks. Staff updated the project information on the Town's website.

Facilities Maintenance:

Staff continues to work on landscaping improvements for Town Hall/PD and the Library.

Staff performed pressure washing on sidewalks at Town facilities.

Staff repaired lighting in the library parking lot.

The roofing contractor finished the repair work at the library.

Utilities — Water and Sewer:

Staff continuing to coordinate with the Florida Department of Transportation contractors (Southland) and engineers (Metric) regarding the US 27/441 Road Widening Project. Staff coordinated line location conflicts between Griffinview Road and Orange Street this week.

Work continues on Phase One of the Wastewater Treatment Plant Modifications Project.

Phase One of the Well #4 and #5 Project is in the process of being re-advertised for bid, opening date is August 26th.

New utilities installation inspections continue at Lake Ella Estates this week.

Staff performed repairs on a 2-inch broken waterline this week at Neil Court.

Administration:

Staff continues to stay busy coordinating numerous improvement projects involving various departments and Town facilities.

One of the four open positions in Public Works was filled in the Streets Division this week, the new hire will start on Monday as an Operator II. Two more interviews with potential candidates are scheduled for next week. Applications are coming in regularly at this point.